

COFTON HACKETT PARISH COUNCIL.

Minutes of the Meeting of the Parish Council held on Monday 19th October 2015

<u>PRESENT:</u> Councillors	Mr R Deeming Mr K Duncan Mrs J Webb Mrs J Fay Mr J McQuaid Mrs Startin Mr R Westbury
Clerk	Becky Howes

205/15 APOLOGIES

None received.

206/15 DECLARATIONS OF INTEREST

- Register of Interests: Councillors are reminded of the need to update their register of interests.
- To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- To declare any Other Disclosable Interests in items on the agenda and their nature.
- Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
- To consider written requests from councillors for the council to grant a dispensation (S33 of the Localism Act 2011) – written requests to be with the clerk at least 4 clear days prior to a meeting.
- Interests were recorded in the Register
- Reports by outside bodies:- none present
- Public Attendance:- Two members of the public attended the meeting (residents from Oakfield and Parsonage Drive).

A discussion took place regarding the dissatisfaction of the residents present following the withdrawal of the no.45 bus service and lack of consistent service from the IGO bus company. Following a lengthy discussion and full explanation by Cllr Fay of the Parish Councils position, whereby Cllr Fay et al acknowledged the residents anger and surprise of the sudden withdrawal of the no.45 bus service. Cllr Fay also stated that the no.45 had been causing considerable inconvenience due to the lateness of the last bus. It was agreed that the Parish Council would write to both companies (with copies to the local MP) regards the lack of notice given for the withdrawal and the current service from the providers. Cllr Duncan also confirmed that he and Cllr Fay were making arrangements to meet with National Express following the above and a recent complaint made to National Express regards drivers using the area as a toilet.

The discussion also included suggestions regarding alternative routes, stops and times. Cllr Deeming thanked the residents for attending.

207/15 MINUTES

- 207/15.1 Minutes of the Meeting of Council dated September 21st 2015 were proposed by Cllr McQuaid and seconded by Cllr Startin and were unanimously approved as a correct record, signed by Chair Cllr Deeming.

208/15 COMMUNITY SERVICES

- 208/15.1 Cllr Startin confirmed that the caterers for the Christmas Party had been booked and a deposit of £100 paid. It was agreed that a notice would be placed on each table to acknowledge the donation made by John Dale, whose legacy had been used to purchase the refreshments. It was agreed that Cllr Startin would draft the notice and Cllr Deeming would arrange printing of the Cards.
- 208/15.2 Cllr Westbury stated that he was making progress to contact the preferred entertainer. It was agreed that if contact could not be made then another entertainer would be booked from a list held by Cllr Fay.
- 208/15.3 Cllr McQuaid confirmed that he would supply a generator and lights for the scheduled Chestnut Drive Christmas Carol Service. Cllr Startin stated that she would contact organiser Sara Bardell re.arrangements.
- 208/15.4 Discussion regarding a memorial in the name of John Dale was deferred.

209/15 COMMUNICATIONS

- 209/15.1 Cllr Westbury reported that the next edition of the Cofton News would be published in time for Christmas. It was suggested by Cllr Deeming that the style of the booklet be updated to reflect the same format as neighbouring Parish Councils, all agreed that this would commence in the New Year. Cllr Westbury requested articles needed by mid November. Cllr Webb suggested that details of local bus companies should be included for residents to contact regarding local issues.

210/15 HIGHWAYS AND BRIDGES:

- 210/15.1 Cllr Fay confirmed recent changes to the service of the no.45/47 bus services had been covered in the Public Forum.
- 210/15.2 Cllr Fay confirmed that the Lengthsman had removed some benches in the Parish as requested and stated that she would contact him regards work needed at Lickey Coppice and outstanding work in the Parish. The Clerk was requested to instruct the Lengthsman regarding the footpath off Cofton Church Lane, it was proposed by Cllr Fay, seconded by Cllr Fay that a further cut is required following the recent tidy up.

- 210/15.3 Cllr Fay confirmed that she had received an email from SJ Hopkins Street Lighting Ltd who stated that the missing post for Oakfield/Parsonage Drive was in the process of being made and that contact re.delivery/erection would be made when ready.
- 210/15.4 Footpath report from Ken Lloyd was noted and Cllr Fay instructed to invite him to a future Parish Council meeting.
Cllr Webb enquired about funding historically received for the Footpath volunteer, the Clerk confirmed that no payments had been received since her placement. Cllr Deeming confirmed he would investigate and report back at next meeting.
- 210/15.5 Cllr Deeming update re bin on The Stocken was deferred until next meeting.
- 210/15.6 Cllr Duncan discuss/agree quotes for Community Speedwatch Equipment was deferred until next meeting.
- 210/15.7 Cllr Fay update re responsibility of The Stocken was deferred until next meeting.
- 210/15.8 Cllr Deeming confirmed a replacement bin on The Stocken is due to be installed within the next two weeks and that a review of bins in the area is to take place.
- 210/15.9 Cllr Fay confirmed that she would conduct an annual check of grit bins, Clerk to email the Lengthsman to confirm grit supply and ability to refill when required.
- 210/15.10 Cllr Deeming confirmed that the Parish Councils bid for the New Homes Bonus Grant had been awarded, which included finance for the purchase of two planters and benches. Cllr Deeming suggested all Cllr's to consider location sites for planters and benches. It was proposed by Cllr Fay, seconded by Cllr Webb that the Parish Council would also fund a further two planters, all agreed.
- 210/15.11 Cllr Duncan confirmed that he was aware of the damage to the shelter just north of East Works, he agreed to contact National Express by writing to them, via the Clerk, for their action to repair the damage to their property.
- 210/15.12 Cllr Fay requested the Clerk to report verges need cutting back around the Parish, Clerk to action.
- 210/15.13 Cllr Fay confirmed that all lighting issues had been dealt with and following a number of issues Cofton Spark had rectified problems. Cllr Fay stated that she would notify Cofton Spark that she would continue to carryout regular checks on lights within the Parish and report any issues via the Clerk.
- 210/15.14 Cllr Duncan confirmed that he would conduct a site visit, together with Cllr McQuaid, to establish work needed to remove the tree at 43 Oakfield Drive and to obtain a quote. It was proposed by Cllr Deeming, seconded by Cllr Duncan that the Parish Council would cover the cost of removal due to the positioning of the tree which lies on the border of Parish Council land. Cllr Webb suggested that local residents could be offered the wood.
- 210/15.15 Cllr Fay stated that she had received a complaint regarding overgrown shrubs around the lamp post on the entrance to The Stocken which was preventing full light coverage. Cllr Fay was instructed to contact the resident concerned requesting action to remove the offending plants.

- 210/15.16 Cllr Westbury confirmed he had attended a meeting with Network Rail held at Barnt Green Parish Council, following which a letter had been sent from them highlighting the main issues regarding the closure of the public footpath. All Cllr's confirmed they had seen the letter.
- 210/15.17 Cllr Fay requested the Clerk to report mud landslide on the bridge on Cofton Church Lane, Clerk to action.
- 210/15.18 Cllr Fay stated that hedgerow is overhanging the footpath on Barnt Green Road and agreed to report to WCC Highways.

211/15 ENVIRONMENT

- 211/15.1 Cllr Deeming requested all Councillors to assist newly appointed Environment Councillor, John McQuaid, regards his responsibilities. Cllr Duncan stated that he would assist John in his role and would look up previous Environment Councillors duties. Cllr Webb stated that she was in the process of copying a map of the Parish boundary for Cllr McQuaid. All other Councillors agreed to assist.
- 211/15.2 Discuss purchase of Chestnut Tree for The Stocken – Cllr McQuaid advised to contact the Visitor Centre, Lickey Hills, for advice regards this matter.
- 211/15.3 Update re.new equipment for Myhill Play area – Cllr McQuaid was thanked for his time and effort in cleaning the swing seats. Cllr Webb stated she had received a number of letters praising the area. It was agreed that a separate meeting would take place to discuss action to install new equipment at the site.
- 211/15.4 Cllr Fay confirmed that Hoskings Ground Maintenance had been instructed to tidy the play area, with specified requirements, agreement to be reviewed in 12 months. It was suggested that Cllr McQuaid should attend the site at the time of the tidy to confirm the requirements are being fulfilled. Clerk requested a copy of the quote. Cllr Webb confirmed that the quote was under the Financial Regulations specified amount to require a further two comparative quotes. Cllr Startin to give details of unsuccessful quoter for Clerk to contact.
- 211/15.5 Update on new allotment site – Cllr Duncan confirmed he was awaiting a call back from St Modwens for clarification on the situation and would continue to chase.
- 211/15.6 Cllr McQuaid instructed to draw up a quote request and obtain three quotes for the overhaul of Rose Hill Island, to include cut back of all bushes, laurels and thinning.
- 211/15.7 Any items from play area inspections – Cllr McQuaid was requested to obtain quotes for repainting the play equipment.

212/15 PLANNING

- 212/15.1 Cllr Duncan confirmed planning had been granted for a two storey extension to the rear of the property at 15 Reservoir Road.

- 212/15.2 Planning Application received for the erection of 41 dwellings, landscaping and associated development infrastructure at land off East Works Drive. Following a brief discussion it was agreed that the Parish Council would submit a No Objection response to the application, proposed by Cllr Duncan, seconded by Cllr McQuaid, all agreed. Clerk to action.
- 212/15.3 Cllr Duncan confirmed that £117k had been ring-fenced for the completion of traffic calming improvements on Groveley Lane due Spring 2016.
- 212/15.4 Cllr Duncan confirmed that discussions regarding specification requirements were ongoing and proposals would be submitted at a later date for consideration.
- 212/15.5 Cllr Duncan had disseminated copies of his debrief Fusion Festival Report (copies attached to minutes) to all and confirmed that his apologies had been sent to the Group for the forthcoming debrief meeting. Cllr Duncan stated that most of the clear up was satisfactory however entrances to the park needed addressing. Cllr Duncan confirmed that overall the event was a success and would be taking place again next year. Cllr Duncan reported that there was a lack of marshals during the event and lack of toilet facilities for them.

213/15 FINANCE & GENERAL PURPOSES

- 213/15.1 It was proposed by Cllr Westbury seconded by Cllr Duncan all agreed to pay the following bills, except for the invoice for dog/litter bin emptying – Clerk instructed to obtain clarification before payment:

Clerks Salary (standing order)	308.70	
Clerks expenses	58.98	vat 2.13
BDC (dog and litter bin emptying)	249.15	vat 41.52
Cofton Spark (Cofton Church and Reservoir)	336.96	
Cofton Spark (Cofton Church)	80.98	
Cofton Spark (Parsonage)	230.98	
Hosking (island and play area Sept)	52.80	vat 8.80
Jennie Webb (reimbursement for website/phone)	40.97	
Proper Agency (website Oct)	30.00	vat 5.00
TOTAL £ 1,389.52	(£ 57.45	VAT to be reclaimed)

- 213/15.2 Discuss Christmas tree and lights – Clerk was requested to seek advice from GJH regards the current planted tree re.suitability and strength.
- 213/15.3 Agree monument to honour John Dale – item deferred.
- 213/15.4 Update re. sign for The Stocken – item deferred.
- 213/15.5 Update re Mission Hall lease – Clerk to obtain date/time of landlords availability and to inform Cllr Deeming of meeting.
- 213/15.6 Cllr Webb confirmed that all Councillors had received a copy of the Budget and stated that funds had been reserved for the purchase of railings and benches.

214/15 Councillors reports and items for Future agenda's:

- all outstanding and deferred items to be included on next agenda
- suggestions from Cllr McQuaid
- Defining of Allotment site plots

215/15 CORRESPONDENCE RECEIVED

- Community Emergency Planning Forum invite – October 28th

216/15 DATE OF NEXT MEETING

It was resolved to hold the next Parish Council Meeting on Monday
November 16th 2015 at 7.30pm

The meeting closed at 9:40 p.m.

..... Chairman

<u>Minute Ref</u>	<u>Action</u>	<u>By who</u>
206/15	Letter to National Express (copy to MP) re bus service	Cllr Duncan/Clerk
206/15	Meeting with National Express	Cllr's Duncan/Fay
208/15.1	Draft notice for Christmas party table cards/printing quote	Cllr's Startin/Deeming
208/15.2	Contact and book entertainer for Christmas party	Cllr Westbury
208/15.3	Arrange supply of generator and lights/contact Sara Bardell	Cllr's McQuaid/Startin
209/15.1	Articles for Cofton News to Cllr Westbury	All Cllr's
210/15.2	Contact Lengthsman	Cllr Fay/Clerk
210/15.4	Invite Footpath Volunteer to meeting/investigate payments	Cllr's Fay/Deeming
210/15.9	Check grit bins/contact Lengthsman re supply of grit	Cllr Fay/Clerk
210/15.10	Consider location sites for benches and flower troughs	All Cllr's
210/15.11	Letter to National Express re.shelter	Cllr Duncan/Clerk
210/15.12	Report cutting back verges	Clerk
210/15.13	Notify Cofton Spark re Parish check of lights	Cllr Fay
210/15.14	Site visit of tree for removal on Oakfield Drive	Cllr's Duncan/McQuaid
210/15.15	Conduct resident re shrubs around light	Cllr Fay
210/15.17	Report mud on road in Cofton Church Lane	Clerk
210/15.18	Report hedgerow overhanging on Barnt Green Road	Cllr Fay
211/15.1	Assist Cllr McQuaid in his role	All Cllr's
211/15.2	Contact Visitor Centre re tree advice	Cllr McQuaid
211/15.3	Meeting to be arranged re Myhill Play Area new equipment	Cllr Westbury
211/15.4	Attend site during tidy up/give unsuccessful quoters details to Clerk	Cllr's McQuaid/Startin
211/15.6	Obtain quotes for overhaul of Rose Hill Island	Cllr McQuaid
211/15.7	Obtain quotes for painting play equipment	Cllr McQuaid
212/15.2	Submit planning application response	Cllr Duncan/Clerk
213/15.1	Contact BDC re invoice clarification	Clerk
213/15.2	Contact GJH re Christmas tree/lights	Clerk
213/15.5	Contact tenant of Mission Hall re lease – dates/times to Cllr Deeming Clerk	

